



U.S. GOVERNMENT ACCOUNTABILITY OFFICE

441 G St. N.W.
Washington, DC 20548

July 5, 2017

Timothy O. Horne
Acting Administrator
General Services Administration
1800 F Street, N.W.
Washington, D.C. 20405

Dear Mr. Administrator:

This letter is to inform you of a new U.S. Government Accountability Office engagement on the organizational placement of the Federal Protective Service—code 102150. The enclosure provides information on the engagement. If we determine it is necessary to visit locations other than those specified in the enclosure, we will advise you.

We would appreciate your notifying the appropriate officials of this work. The next step will be to set up an entrance conference. At that meeting, we will request that your agency identify a point of contact for this engagement.

Sincerely yours,

(b) (6)

Lori Rectanus, Director, Physical Infrastructure Issues

Enclosure

cc: Leroy Ford, Branch Chief
Les Painter
Theresa Ottery
GAO-IGAuditMgmtDiv@gsa.gov

Enclosure

Information on New Engagement

Engagement subject: Department of Homeland Security, Federal Protective Service, organizational placement benefits and challenges.

Engagement code: 102150

Source for the work: GAO is beginning this work in response to requests made by the: Chairman and Ranking Member of the Committee on Homeland Security and Governmental Affairs, United States Senate; Ranking Member, Subcommittee on Cybersecurity and Infrastructure Protection, Committee on Homeland Security, House of Representatives; Ranking Member, Subcommittee on Oversight and Management Efficiency, Committee on Homeland Security, House of Representatives.

Issue(s) under review/Objective(s)/Key question(s): To what extent, if any, is FPS positioned to manage for results? To what extent, if any, does FPS oversee daily operations to ensure desired results and establish accountability? How might any changes to FPS' organizational structure affect FPS' ability to carry out its responsibilities?

Agencies and anticipated locations (HQ and field) to be notified: Office of Mission Assurance (headquarters). Office of the Administrator (headquarters). Office of the Chief Financial Officer (headquarters).

Other departments/agencies to be contacted: Office of Management and Budget. Department of Justice. Department of Homeland Security

Estimated start date for the work: This work will begin immediately.

Time frame for holding the entrance conference: We would like to schedule an entrance conference for the week of July 17.

GAO Team(s) performing the engagement: Physical Infrastructure Issues

GAO contacts:

Lori Rectanus, Director, (b) (6)

Amelia Shachoy Assistant Director, (b) (6)

Roshni Dave, Analyst-in-Charge, (b) (6)

George Depaoli, Senior Analyst, (b) (6)

- [Close Window](#)
- [Print This Page](#)
- [Expand All](#) | [Collapse All](#)

PD-03650

PD Information

PD Number	X0ES099	Master	<input type="checkbox"/>
Position Title	Assoc Adm for Governmentwide Policy	Cloned from Master	<input type="checkbox"/>
Servicing HR Office	Executive Resources	Standard	Regional
Service/Staff Office/Region	OGP	Owner	SNA SBGopinadam
PD Status	Active	Series	0340
Pay Plan	ES	Supervisory Status	Supervisor or Manager (2)
Grade	00	FPL	ES-00
Position Status	SES General (3)	FLSA	Exempt
I/A	No	Competitive Level	N000
Position Sensitivity	Critical Sensitive (3)	Financial Statement	OGE-278
Drug Test	Position does not require drug test (L)	Occupational Category Code	Administrative
Public Trust Indicator	Level 6 - High Risk (6)	Keywords	
Legacy - Classified By	Karla J. Hester	Capstone Official	<input type="checkbox"/>
Classified By		Classified On	1/5/1996
Vacancy Announcement Number		Job Analysis Attachment	<input type="checkbox"/>

Description

Description

**Associate Administrator for Governmentwide Policy
ES-0340**

Nature and Controls

The General Services Administration (GSA) helps federal agencies better serve the public by offering, at best value, superior workplaces, expert solutions, acquisition services and management policies.

Through its headquarters and eleven Regional Offices, GSA supports

agencies in the areas of office space, equipment, supplies, telecommunications, and information technology. GSA is responsible for more than one-fourth of the government's total procurement spending.

The Associate Administrator for Governmentwide Policy serves under the general policy guidance of the Administrator and is responsible for promulgating and carrying out governmentwide policies. The Associate Administrator is also designated as the Chief Acquisition Officer for GSA in accordance with the Services Acquisition Reform Act of 2003 enacted in the National Defense Authorization Act for FY 2004.

Exercises overall responsibility and supervision for all programs and functions assigned to the Office of Governmentwide Policy, including all functions transferred to OGP from the former Office of the Chief Acquisition Officer.

~~Serves as the Administrator's representative in liaison with the White House, especially as it relates to individuals interested in or being considered for excepted positions in GSA, specifically Schedule C and noncareer SES positions. As such, the incumbent is GSA's contact for seeking White House approval for individuals selected for these positions.~~ (pen & ink changes made due to establishment of separate White House Liaison position)

Reports directly to the Administrator who provides broad policy guidance. The incumbent has the latitude to make prompt and independent decisions within the scope of the position responsibility.

The Administrator relies on the incumbent to exercise initiative, resourcefulness and depth of understanding. Recommendations and proposals made by the incumbent are considered to be authoritative and are normally implemented without change.

Major Duties and Responsibilities

- Carries out the planning, policy, and evaluation functions assigned to GSA under the Federal Property and Administrative Services Act and under any other provision of law related to providing an economical and efficient system for the acquisition of property and services, management and disposal of real and personal property, the transportation of property and government personnel, information technology policy and strategy, and the provision of other administrative services.
- Provides expert, authoritative advice to the Administrator and other key GSA executives on all aspects of the agency's acquisition activities to ensure the promotion of effective business practices and the timely delivery of best value products. Participates significantly in a broad

range of Agency activities including strategic planning, organizational development, policy development, corporate performance plan preparation and review, budget and financial planning functions, and other Agency-wide management activities related to acquisition activities.

- Responsible for the creation of standards, metrics and baselines designed and developed to analyze, evaluate and validate the performance of acquisition activities and programs in all of the agency's geographically-dispersed regions and organizations. Develops and implements measurement tools to ensure delivery of quality products and services and the application of appropriate business strategies. Monitors, evaluates and reports on the performance and acquisition activities; formulates and recommends corrective actions as necessary.
- Develops means to increase the use of full and open competition in the acquisition of property and services by establishing policies, procedures and practices to ensure that GSA receives a sufficient number of sealed bids or competitive proposals from responsible sources to fulfill requirements at lowest cost or best value.
- Develops methods to increase the appropriate utilization of performance-based contracting and performance specifications.
- Ensures that acquisition decisions are consistent with all applicable laws. Establishes policies that clearly delineate lines of authority, accountability and responsibility for acquisition decision-making in GSA.
- Manages the direction of acquisition policy for GSA including implementation of unique acquisition policies, regulations, and standards appropriate for an agency that leverages billions of dollars annually in the marketplace.
- Ensures that an acquisition career management program is in place in GSA to provide an excellent, professional workforce in all GSA acquisition activities. Establishes long- and short- term program objectives and plans that are realistic and responsive to GSA goals and priorities. Assesses knowledge and skill requirements and their adequacy, develops methods to rectify deficiencies, and keep the Administrator apprised of progress and problems.
- Represents GSA on the Chief Acquisition Officers' Council, at other high-level for, and in conferences and meetings with high-level officials in other agencies, the private sector, and Congress. The purpose of the contacts is to represent and explain views and positions of the agency, communicate decisions, negotiate and defend positions, etc. Speaks for

the Administrator.

- Establishes policy on delegation of the Administrator's authority to other agencies and issues regulations providing blanket delegations of authority, as appropriate.
- Ensures that regulatory systems conform to the requirements of Executive Order 12866, Regulatory Planning and Review, Office of Management and Budget directives, and related laws.
- ~~The incumbent provides liaison with the White House Personnel Office as it relates to individuals being considered for Schedule C and Noncareer SES positions. Serves as coordinator and expeditor for the Administrator.~~ (pen & ink changes made due to establishment of separate White House Liaison position)
- The incumbent is responsible for furthering the EEO program within GSA, assuring equal opportunity in recruitment, selection, promotion, training, awards, assignment and special program objectives.
- This position requires a Top Secret security clearance.

Additional Description

Created By SNA SBGopinadam, 9/11/2012 10:42 AM **Last Modified By** Karla Hester, 7/6/2017 11:27 AM

PD History

7/6/2017 11:27 AM

User	Karla Hester
Connection	
Action	Changed Description.

9/20/2012 3:36 PM

User	SNA SBGopinadam
Connection	
Action	Changed Description.

9/11/2012 10:43 AM

User	SNA SBGopinadam
Connection	
Action	Created.